

GENETIC COUNSELORS LICENSING BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Minutes of 12/17/2018

BOARD MEMBERS PRESENT: Heather Hussey-Johnson - Chair
Jennifer Nicole Eichmeyer
Jack Zarybnisky, O.D.
Thomas M Beck, M.D

BUREAU STAFF: Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Administrative Support Manager
Maurie Ellsworth, General Counsel
Candace Villarreal, Board Specialist

The meeting was called to order at 3:05 PM MDT by Heather Hussey-Johnson.

APPROVAL OF MINUTES

Ms. Eichmeyer made a motion to approve the minutes of 10/22/2018. It was seconded by Dr. Beck. Motion carried.

LEGISLATIVE REPORT

Ms. Eavenson said that the Bureau has begun legislative outreach meetings similar to the meetings held last year with Board members and legislators. Ms. Cory attended meetings in Sun Valley, Idaho Falls, Twin Falls, Pocatello, Moscow, and most recently in Coeur d'Alene on Wednesday, December 12, 2018. There are plans to schedule meetings for Ada County and Canyon County in the near future.

INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE

Ms. Eavenson discussed her role as the representative of the Executive Branch to the National Conference of State Legislatures (NCSL) Occupational Licensing Learning Consortium, held in Florida, November 27-30. Senator Todd Lakey, Senator Lori Den Hartog, and Representative Gayann DeMordaunt led the Idaho team. Discussion was held regarding licensing and certification laws, nationwide alignment of licensure by endorsement as well as and Military service members and their spouses, many of whom are teachers, and Veterans.

Ms. Eavenson stated that Governor-Elect Brad Little has convened a working group to review agency reports in greater depth; review specific recommendations from boards, commissions, and agencies; and begin implementing initial

recommendations. A link to this report is on the Lt. Governor's website. Members include Mike Brassey, an attorney of private practice; Robert Payne, Idaho Board of Social Work Examiners; Jane McClaran, Idaho Real Estate Appraisers Board; Representative Gayann DeMordaunt and Senator Todd Lakey.

Ms. Eavenson stated that the Interim Committee's final meeting was held November 26th and that they recommended reauthorization of the committee and some action on endorsement. The Bureau will update Board members as new information becomes available.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$96,695.40 as of 11/30/2018.

OLD BUSINESS

TO DO LIST

The Board reviewed the To Do List and no action was taken.

REVIEW APPLICATION DRAFT AND PROVISIONAL LICENSURE FLOW

Ms. Eichmeyer discussed her role in review of the provisional licensure application and the applications assigned in the last Board meeting. She stated that a draft to combine the examination application and provisional application was created at her direction for review by legal counsel. Post legal counsel review, discussion with Ms. Eichmeyer was held and the draft was declined because a Genetic Counselor provisional license is not considered a permit, but is actually a full license that can continue for up to 4 renewal periods, or 5 years. There are also differences in expiration date and renewal forms.

Ms. Eichmeyer also directed that a draft for a provisional license renewal/extension application be created and reviewed by legal counsel. Post legal counsel review, discussion with Ms. Eichmeyer was held and the draft was brought to the Board for review and discussion. After discussion, it was recommended updates be made to the numbering of questions on the application, to approve the renewal application as a separate application type, and to post the application to the website.

Ms. Eichmeyer recommended that provisional licensure extension requests are monitored until further notice to determine reasons for extension requests. The Board also discussed provisional licensure flow and determined that provisional applications are to go before the full Board for initial review and those applications submitted to upgrade from provisional to full licensure will be taken to the Board Chair or Vice Chair in between meetings for review and approval. Ms. Eichmeyer made a motion to update the question numbers for the provisional license renewal application and post

the application to the website. Her motion also included that applications submitted to upgrade from provisional to full licensure will be taken to the Board Chair or Vice Chair in between meetings. It was seconded by Dr. Zarybnisky. Motion carried.

NEW BUSINESS

NEXT MEETING is scheduled for **February 26, 2019 at 1:00 PM MDT**

DISCUSS FEE DECREASE PROPOSAL

The Board discussed implementing a possible fee decrease. It was decided additional time was needed to think about all possible proposals and the Board directed the board specialist to add the discussion to the next agenda for additional review.

CE COURSE APPROVAL APPLICATIONS

The Board discussed that only courses that are pre-approved by the National Society of Genetic Counselors [NSGC] are accepted by the Idaho Board for CE credit. Ms. Eichmeyer made a motion to deny the following Course Approval Application and to notify the submitter that courses approved for continuing education must come from the NSGC.

16491 Personal and Business Responsibility

It was seconded by Dr. Beck. Motion carried.

DISCUSSION OF CONTINUING EDUCATION PAGE ON WEBSITE REGARDING CONTINUING EDUCATION AUDITS AND COURSE APPROVAL APPLICATIONS

In light of a CE Course approval application submitted for Board approval, the Board discussed a proposed draft to update the continuing education link on the Genetic Counselor Licensing Board webpage. The Board also discussed the form that will be provided by licensees for audits from the NSGC to show CEU completion and that the NSGC has updated their website for members to request CEU from previous years.

Ms. Eichmeyer made a motion to accept the draft and directed the Bureau to make the proposed updates to the continuing education page and to also add a hyperlink on the General Information of Interest page to the NSGC website. It was seconded by Dr. Beck. Motion carried.

EXECUTIVE SESSION

Ms. Eichmeyer made a motion that the Board go into executive session under Idaho Code § 74-206(1) (d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Dr. Zarybnisky. The vote was: Ms. Eichmeyer, aye; Dr. Beck, aye; Dr. Zarybnisky, aye; and Ms. Hussey, aye. Motion carried.

Ms. Eichmeyer made a motion to come out of executive session. It was seconded by Dr. Zarybnisky. The vote was: Ms. Eichmeyer, aye; Dr. Beck, aye; Dr. Zarybnisky, aye; and Ms. Hussey, aye. Motion carried.

APPLICATIONS

Ms. Eichmeyer made a motion to approve the following for licensure:

Ashley, Jeanine	GENA-121
Behrens, Nicole	GENA-128
Jungbluth, Chelsy	GENA-123
Neal, Nydia	GENA-126
Schott, Suzanna	GENA-124
Stamp, Monica	GENA-125
Leifeste, Claire	GENA-120

It was seconded by Dr. Zarybnisky. Motion carried.

Ms. Eichmeyer made a motion to approve the following pending additional information.

901-162-957
901-163-597

It was seconded by Dr. Zarybnisky. Motion carried.

Ms. Eichmeyer made a motion to approve the following pending additional information and review by the Board Chair.

901-163-442
901-163-231
901-163-445

It was seconded by Dr. Zarybnisky. Motion carried.

Ms. Eichmeyer made a motion to direct the staff to bring a draft application to the next meeting that combines the endorsement and exam applications with checkboxes and notes regarding when to apply by endorsement. It was seconded by Dr. Beck. Motion carried.

ADJOURNMENT

Ms. Eichmeyer made a motion to adjourn the meeting at 4:15 PM MDT. It was seconded by Dr. Zarybnisky. Motion carried.

Heather Hussey-Johnson, Chair

Jennifer Nicole Eichmeyer

Thomas M Beck, M.D.

Jack Zarybnisky, O.D.

Tana Cory, Bureau Chief